

Name: _____

Period: _____

MS Word

Exercise	Comments	Marks
Activity 1	Screen Parts	/10
Activity 2	Traffic Light	/7
Activity 3	Cover Page	/7
Activity 4	Certificate	/8
Activity 5	Advertisement	/8
Activity 6	Brochure	/20
Activity 7	Newsletter	/20
Total Activity Marks		/80
Word Post Test		/20
Module Final Mark		/100